

2023-24 Funding Policy FAQ (State General Funds)

1. What documentation is required to be submitted to receive reimbursement?

Existing programs will need to submit the following, at the beginning of the school year, to ensure they are still approvable programs and eligible for funding:

- The previous year's industry advisory meeting minutes
- Teacher Contracts
- Master Teacher Schedule
- Calendar of Units
- Program of Work (Career Development programs only)

New, Expanding, Transferring and Reinstated programs will also need to submit the previously listed documentation except the previous year's industry advisory meeting minutes, as those may not exist. This is all to be submitted at the beginning of the school year. To receive reimbursement, the following must be submitted by June 30.

- Travel Receipts
- Supplemental (CTE Centers only) – Include all other items that pertain to the direct cost of the program and related documentation (invoices, receipts and general ledgers)

2. What did the Department use as a baseline to determine the 4% and 7% increases?

The Department looked at the previous five years of reimbursements, excluding the COVID year, to determine an average trend increase. It was determined to increase comprehensive high school reimbursements at 4% above the 2023-24 expense reimbursement, to match the Legislative increase to the per pupil payment. The 7% increase for Centers was determined by looking at the trend increase, while staying within the \$3,500,000 cost to continue allocation.

3. Since the 4% incentive for cooperative agreements is not included in 2023-24 funding policy, how will additional costs for that activity be addressed?

Activities that in the past have been addressed with the 4% incentive will now be treated as an expanding program. Local recipients will need to submit an expansion request, using the Program Approval Application, to be eligible for additional funds.

4. Has the Department considered utilizing MISO3 reporting to determine a teacher's time instead of utilizing the teacher contracts and master schedule?

Yes, the Department has discussed this, but for this to be effective, data must be entered correctly locally. Data that is not accurate will impact funding reimbursements.

5. What platform will be used to submit for reimbursement?

At this time BRP is the platform that will be used to submit for reimbursement. It is the vision of the Department to make the transition to WebGrants. A timeline for the transition will be communicated, once determined.

6. When will payments come to schools and Centers?

Existing program reimbursements will occur in October 2023. Reimbursements for new, expanding, transferring and reinstated programs will occur no later than July 2024 as there is more documentation required to be submitted, reviewed, and approved.

7. Will the new policy affect what courses are approved to be funded?

No, the Department is deferring to past practice for funding courses. This will be reviewed as the Department moves forward on a long-term funding policy.

8. Can a recipient use the allocation for existing programs however they choose, if it supports the CTE programming? For example, can the entire allocation go for salary, even if it surpasses the 40% reimbursement as determined under previous policy.

Yes, the dollars can be used for any purpose, as long as it supports CTE programming.

9. Is the reimbursement based off a Center's expenditures or reimbursed amount?

Reimbursement for the 2023-24 school year will be based off the 2022-23 reimbursement.

10. Please clarify the feedback loop for the long-term funding model that was discussed during the State Board for Career and Technical Education June 2023 meeting.

This will be clarified with the Board, at our next regularly scheduled meeting.

11. How will programs that were approved in the 2021-23 biennium, but not funded due to lack of funds, be funded in the 2023-24 school year?

Policy states the definition of a new program, and therefore eligible for the 75% reimbursement, is a program previously not provided by a High School or CTE Center. Therefore, programs provided in 2022-23 but not funded are considered existing programs. The Department will work with the local recipient to determine the 2023-24 reimbursement.